2016 National Park Service Centennial | African American Civil Rights GRANT PROGRAM

All information pertaining to applications is outlined in the Application Guidance posted with the application Package on Grants.gov and the application web page. Please read the guidance prior to contacting NPS with questions. Below are answers to some of the most Frequently Asked Questions, but the guidance should be followed when completing an application.

Check our website regularly for up-to-date information on new funding opportunities or sign up for our newsletter. There is NO cost associated with reigstering in SAM.gov or grants.gov. If you receive communication requesting payment to register with either of these systems, know that these are optional services and not required.

Frequently Asked Questions

Who is eligible to apply?
- States and Territories.
- Federally-recognized Tribes, Alaska Natives and Native Hawaiian Organizations.
- Local Governments (including Certified Local Governments).
- Non-profit Organizations, including non-profit Historically Black Colleges and Universities (HBCUs); note that other HBCUs need to apply in partnership with an eligible recipient.

Other interested applicants need to apply with an eligible partner.

Are units of the National Park Service eligible to apply?
African American civil rights grants from the HPF should be directed to non-NPS assets. Properties that are privately owned but within park boundaries would be eligible for HPF assistance if the privately owned property partners with a nonprofit to apply.

When is the deadline?
Due to the impact of Hurricane Matthew, a one-time extension has been granted for the grant applications. **Deadline for submittal through Grants.gov is 11:59pm EST Friday, October 21, 2016.**

Is there a limit on the number of applications I can submit?
There is no restriction on the number of applications a single applicant may submit. However, the strength of each project proposed will be evaluated individually. You must outline in each proposal your organization's capability to manage multiple grants and projects simultaneously. In the event you choose to combine projects to strengthen your application, submit the application package under the project category most appropriate to the overall project goals.

Can a development project be combined with a history project?
Yes. Submit the application package under the project category most appropriate to the overall project goals.

What is "bricks and mortar" work?
All repair work to historic structures falls under this category and must be carried out in compliance with the Secretary of Interior's Standards for the [Treatment of Historic Properties](#) and the Secretary of Interior's [Archeological Documentation Standards](#). The Standards are the Secretary's best guidance for maintaining, repairing and replacing historic materials, as well as making alterations to historic properties. The Treatment Standards offer four distinct approaches to the treatment of historic properties – preservation, rehabilitation, restoration, and reconstruction. Grant funds may be used for all approaches except reconstruction.

Can I use this grant to build a new museum or buy a building to house the museum?
No, acquisitions and new construction are not funded. See below for a full list of what this grant does not fund:
- Construction of new buildings or reconstruction of historic properties
- Acquisition of collections or historic sites.
- Conservation of collections, except as part of gathering oral history documentation.
- Long-term maintenance or curatorial work beyond the grant period.
- Moving historic properties or work to historic properties that have been moved and are no longer eligible for listing in the NRHP.
- Cash reserves, endowments, or revolving funds.
- Fund-raising costs.
- Work performed prior to announcement of award.
- Lobbying or advocacy activities.
- Costs for work already funded through other federal programs such as the Federal
- Historic Preservation Tax Incentives program.

Is a completed National Register nomination required before I can apply?
No. However, you must include in your grant application a plan to prepare a nomination to the National Register if you are applying for a pre-development or development project. The nomination does not need to be prepared prior to application or award of funds. You will want to include this on your project timeline and in your budget narrative.

Where do I find the forms to apply?
The application package and instructions are posted on [Grants.gov](#).
Use the funding opportunity number P16AS00485 to find the African American Civil Rights grant application package on grants.gov. Once you have located the announcement, you should download and carefully review all documentation under the "Related Documents" tab. Be sure to install [Adobe Acrobat Reader](#) before you attempt to download any forms.

When you are ready to apply, click on the "Package" tab to download the application. Complete and save the forms on your computer. In completing the application, you will fill out the SF-424

forms and attach all other required application components. The Application Guidance outlines specifically what is needed for each project category.

How do I fill out the SF-424?
SF-424 http://www.grants.gov/web/grants/form-instructions/sf-424-instructions.html
SF-424A http://www.grants.gov/web/grants/form-instructions/sf-424a-instructions.html
SF-424B http://www.grants.gov/web/grants/form-instructions/sf-424b-instructions.html
SF-424C http://www.grants.gov/web/grants/form-instructions/sf-424c-instructions.html
SF-424D http://www.grants.gov/web/grants/form-instructions/sf-424d-instructions.html

How do I submit my application on grants.gov?
http://www.grants.gov/web/grants/applicants/applicant-faqs.html
http://www.grants.gov/web/grants/applicants/applicant-tools-and-tips.html

Can I submit a paper application by mail?
No. You must submit your application via grants.gov

Are letters of support allowed? / Where do I mail letters of support?
Letters of support should be included with the partner's grant application package on grants.gov and addressed to: Megan Brown, Chief, State, Tribal, and Local Plans & Grants Division, National Park Service. Only include letters of support from partners directly involved in the project for which you are applying.

Where can I find an example of grant proposals that were funded in the past?
As this is an inaugural funding opportunity and new grant program, no examples of previous grant proposals are available for projects that were funded in the past.

How long should the descriptions be?
Project Summary - 250 words or less
Project Description - 1200 words or less for each section
      Significance - 1200 words or less
      Need/Urgency/Threat - 1200 words or less
      Feasibility - 1200 words or less
      Sustainability - 1200 words or less
      Project Timeline - 1200 words or less

Can someone review my project prior to the closing date?
Our office is unable to review proposals prior to the closing date of the grant application period. After reviewing the eligibility guidance, if you believe your organization and project are appropriate for the grant parameters, you are encouraged to apply.

What cycle is this funding opportunity on?
We anticipate funding for this grant on an annual basis. Check our website, nps.gov/stlpg, regularly or sign up for our newsletter for the most up-to-date information on open funding opportunities. Funding is dependent on Congressional appropriations for the program.

What is the timeline for this funding opportunity?
We anticipate announcing selected grants by the end of the 2016 calendar year. Projects should not begin without approval of NPS. Awarded projects should not anticipate beginning work before January 2017 and should be completed within 2 - 3 years of award.

Does work funded by this grant have to be competitively awarded?
Contracts must be competitively awarded for work depending upon dollar amount, per Federal regulations. If your organization's procurement policy is more restrictive follow that. You can find this information in the HPF Grant Manual. We advise that you seek several estimates for the proposed work before you submit a budget so that you have a better idea of the monetary commitment required. You may propose a qualified team of experts in your application, discussing the process you used to select them in your proposal.

How do you score the applications to determine who gets funding?
The scoring of each criterion is based on the strengths and weaknesses of the application narrative. The 4 criteria are 1. Significance 2. Need/Urgency/Threat 3. Feasibility 4. Sustainability. Each criteria element will be scored on the following scale based on a total possible score of 100:

Description				
Criteria 1	Criteria 2	Criteria 3	Criteria 4	
25	25	25	25	Superior
20	20	20	20	Good
14	14	14	14	Satisfactory
10	10	10	10	Marginal
6	6	6	6	Poor
0	0	0	0	Not Acceptable